## **Frequently Asked Questions**



## How do I register?

You may register for most programs and/or trips by doing any of the following:

- 1. **ONLINE**: Completely read the program information form and proceed to the online registration site. Once you have signed in select the program and proceed through the menu options. Payments are accepted with MasterCard/Visa.
- 2. IN PERSON: Recreation Office, 32 Court St., Exeter between 8:15 am-4:15 pm, Monday through Friday
- 3. **BY MAIL:** Print registration form out, complete registration form and medical release form (if applicable) then send completed forms along with registration fee by US Mail. Note: if you cannot print form from our site we suggest that you stop by to register in person. If that is not possible send a self-addressed stamped envelope and we will send one to you.

We request that you list an emergency contact and phone number on each form. Forms are required even if you have registered in the past (as a backup in case of data base error).

Financial assistance is available for Exeter residents only, please inquire at the Recreation Office for more details.

# What is the program Registration Policy?

- 1. All registrations are on a first come, first served basis
- 2. Proof of residency may be required at the time of registration
- 3. Payment is due upon registration at the office ONLY. Instructors may NOT accept registrations!

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- 4. After registration has been completed, no class changes will be allowed.
- 5. E.P.R.D. may consolidate, postpone, or cancel programs due to insufficient enrollment.
- 6. Class minimums and maximums will be strictly followed where applicable.
- 7. Waiting lists will be formed when programs are filled. Every effort will be made to open additional classes when possible.
- 8. Telephone registrations are accepted where applicable.
- 9. After Deadlines registration is pending space availability; **Some programs offer a \$10.00 early registration discount.**

### Is my child a resident?

An Exeter resident is someone whose primary residence is within the town limits. An Exeter mailing address does not necessarily mean that you are a resident. Having land in Exeter does not make you a resident. The post office boundaries and town limits are not the same. An example of what makes you a resident: If you register your vehicle or vote in the town of Exeter or if your child attends Exeter Elementary Schools. Attending the High School does not make you a resident. If you have a question as to residency please call the recreation office.

### What is your policy for inclement weather?

In the event of inclement weather, cancelation announcements will be made on WERZ 107.1, WHEB 100.3, WGIN AM 930,WGIP AM 1540, WMYF-AM 1380, WOKQ-FM 97.5,THE SHARK FM 102.1 or 105.3, WZID 95.7 and WMUR CHANNEL 9 or on our office information line 778-0591 Ext: 361. However, if school has been canceled there will be NO practice/games.

### What is your refund policy?

Refunds will be made on all programs canceled by our department. Programs canceled by individuals prior to the session beginning will not receive a refund except in the event of a medical emergency. No refunds after the first session of a program except under unusually circumstances. Trips are non-refundable unless we have canceled the trip or a replacement has been accommodated.

# What if the program or trip is full?

Waiting lists will be formed when programs/trips are filled. Every effort is made to open additional slots when possible. If a cancelation is received we contact the first individual on the wait list. If they are not interested we will proceed on.

# Is there a cost associated with being placed on a wait list?

There is no cost to be placed on a wait list. You are placed on the list and if a slot opens up in the program or trip we then call the people on the wait list who at that time decide whether or not they still wish to participate. If you choose to participate you are expected to pay the fees associated with the program or trip at the time of registration.

# Is your pool open year round?

Unfortunately at this time the pool is only open during the summer season. Typically the pool will open for the season after the Exeter School District has had its last day school for the year and it will close Late August pending weather and staff. For more info on the pool go to our links page and click on Pool.

If you have a question that has not been answered don't hesitate to contact us via the Recreation Contacts

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